




# LibGuides in the Archives: Hosting Finding Aids for Archival Collections on LibGuides

Jeff Jenson & Anna Hulseberg, Gustavus Adolphus College  
Library Technology Conference, March 2016

# Fall 2015

- Implemented LibGuides Version 2
- Preliminary Conversations About Possibilities for Archives



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GUSTAVUS ADOLPHUS COLLEGE

Folke Bernadotte Memorial Library

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BY LIBRARIAN

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Guides from All Semesters

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Welcome to Research at Gustavus!


Not sure where to start? Use these research guides created by Gustavus librarians.



Your Friendly Librarians



Dan Molner



Michelle Twait

# Current Archives Website

## Homepage

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## College and Lutheran Church Archives

### College Archives

The Gustavus Adolphus College Archives makes available for research and study:

- Photographs, Recordings, and Documents concerning Gustavus
- Materials from students, faculty, administrative offices, and alumni
- Information relating to the College's history from 1862 to present
- In addition, we hold the records of Minnesota College (a high school) which was located in Minneapolis.

### Lutheran Church Archives

These archives consist primarily of administrative records documenting Minnesota affiliates of the Lutheran Church in America (LCA) along with predecessor and supporting synods. In addition, there are congregational histories, biographical files regarding clergy and church leaders, and microfilmed church records (ending about 1930). We hold records for the following bodies.



## College Collection Divisions

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## College Archives



### Gustavus Adolphus College Archives (GACA)

The GACA division holds materials documenting the college's administrative, academic, and support departments along with materials on athletics and student organizations.

### Vertical/Biographical Files

- These files contain information about alumni, faculty, organizations, athletics, and other topical subjects relating to Gustavus Adolphus College. Materials often consist of clippings, pamphlets, funeral cards, and miscellaneous documents.



### College Archives Manuscript Collections (CAMC)

Materials in the CAMC document people and organizations affiliated with Gustavus. This includes groups and alumni along with former members of the faculty, administration, and staff. In addition, there are some miscellaneous materials such as [World War I posters](#).

# College Collections

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## GACA Finding Aids by Collection Areas

  
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In addition to browsing by area, you can peruse by [collection number](#). Generally, collections processed most recently are at the top of the list. Please contact archives staff if you are curious about unlisted/unprocessed collections.


# College Student Collections


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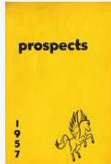
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## GACA Student Collections by Area


  
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# GACA Student Collections: Fraternities & Sororities

Sigma Sigma Sigma. <a href="#">Collection of the Sigma Sigma Sigma Sorority, 1998-Ongoing.</a>	GACA 394
Zeta Pi Phi. <a href="#">Collection of the Zeta Pi Phi Sorority, 1985-1995.</a>	GACA 392
<a href="#">Letters Regarding Banning an Reinstatement of the Greek System, 1988-1992.</a>	GACA 262
Chi Kappa Chi. <a href="#">Collection of Chi Kappa Chi Sorority, 2000-2010.</a>	GACA 233
Omega Kappa Fraternity. <a href="#">Collection of Omega Kappa Fraternity, 1936-Ongoing.</a>	GACA 228
Tau Mu Tau. <a href="#">Collection of Tau Mu Tau Sorority, 1909-Ongoing.</a>	GACA 156
Alpha Phi Rho. <a href="#">Collection of Alpha Phi Rho Sorority, 1915-1995.</a>	GACA 152
Beta Chi Sorority. <a href="#">Beta Chi Scrapbook and Banquet Programs, 1976-1980.</a>	GACA 140
Phi Alpha. <a href="#">Collection of the Phi Alpha Fraternity, 1907-1957.</a>	GACA 130
Turbescon (T.C.O.S.). <a href="#">Collection of Turbescon Secret Society, 1915-1951.</a>	GACA 127
Psi Kappa Chi. <a href="#">Collection of Psi Kappa Chi, 1983.</a>	GACA 126
Delta Phi Omega. <a href="#">Collection of Delta Phi Omega Sorority, 1929-Ongoing.</a>	GACA 110
Gamma Phi Omega. <a href="#">Records of Gamma Phi Omega Fraternity, 1948-1957 and 1994-1999.</a>	GACA 102
Beta Chi Sorority. <a href="#">History and Program, 1966 and 1975.</a>	GACA 101
Nu Upsilon Gamma. <a href="#">Records of Nu Upsilon Gamma Fraternity, 1910-1981.</a>	GACA 99
Epsilon Pi Alpha. <a href="#">Records of Epsilon Pi Alpha, 1928-2008.</a>	GACA 95
Chi Iota Kappa (XIK) Fraternity. <a href="#">Collection of the Chieftains, 1907-1979.</a>	GACA 89



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SEARCH

# Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing.

*GACA Collection 156*

**Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing. GACA Collection 156. 2 Hollinger boxes and 3 flat boxes.**

## ABSTRACT:

The Tau Mu Tau (TMT) sorority collection contains the constitution, membership lists, minutes, invitations, programs, a history, rush materials, photographs, and scrapbooks holding photographs, programs, invitations and other memorabilia. TMT was founded in 1909 as a literary society and eventually evolved into a social sorority. Additional materials will be added to the collection when received from the organization.

## HISTORICAL NOTE:

Tau Mu Tau began in the early 1900s with twelve members. Like most sororities at Gustavus, they began as more of a literary society and evolved eventually into having a more social focus. The current mission of Tau Mu Tau is to provide an enlightening and enjoyable experience that combines friendship and unity, and integrates the development of values with intellectual and social growth.

\*College documentation states Tau Mu Tau began in 1909 while sorority documentation indicates 1904.

## SCOPE AND CONTENT:

This collection is divided into four sections: administrative; programs and invitations; photographs and scrapbooks; and miscellaneous.

- **Administrative** is comprised of minutes, the constitution, rush materials, instructions, and a history.
- **Programs and Invitation** is made up of programs and invitations from Tau Mu Tau banquets and parties.
- **Photographs and Scrapbooks** contains photographs and scrapbooks of sorority events and members.
- **Miscellaneous** contains a pennant, c. 1912 and a guest book from the 1994 reunion.

## Search Archives

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SEARCH

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Researchers must use collection in accordance with the policies of the College Archives, the Folke Bernadotte Memorial Library, and Gustavus Adolphus College.

### COLLECTION CITATION:

Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing. GACA Collection 156. Gustavus Adolphus College Archives, St. Peter, Minnesota.

### ACQUISITION:

Kelly O'Brien transferred part of this collection during January 2010.

### PROCESSED BY:

Adrianna Darden processed this collection and developed the finding aid during September 2009.

### SUBJECT HEADINGS:

Gustavus Adolphus College. Tau Mu Tau Sorority.

Gustavus Adolphus College -- Student organizations.

Gustavus Adolphus College -- Sororities.

Gustavus Adolphus College -- Students -- Societies, etc.

Greek letter societies -- Minnesota -- St. Peter.

Women College Students -- Minnesota -- St. Peter -- Societies, etc.

College Students -- Minnesota -- St. Peter -- Social life and customs -- 20th Century.

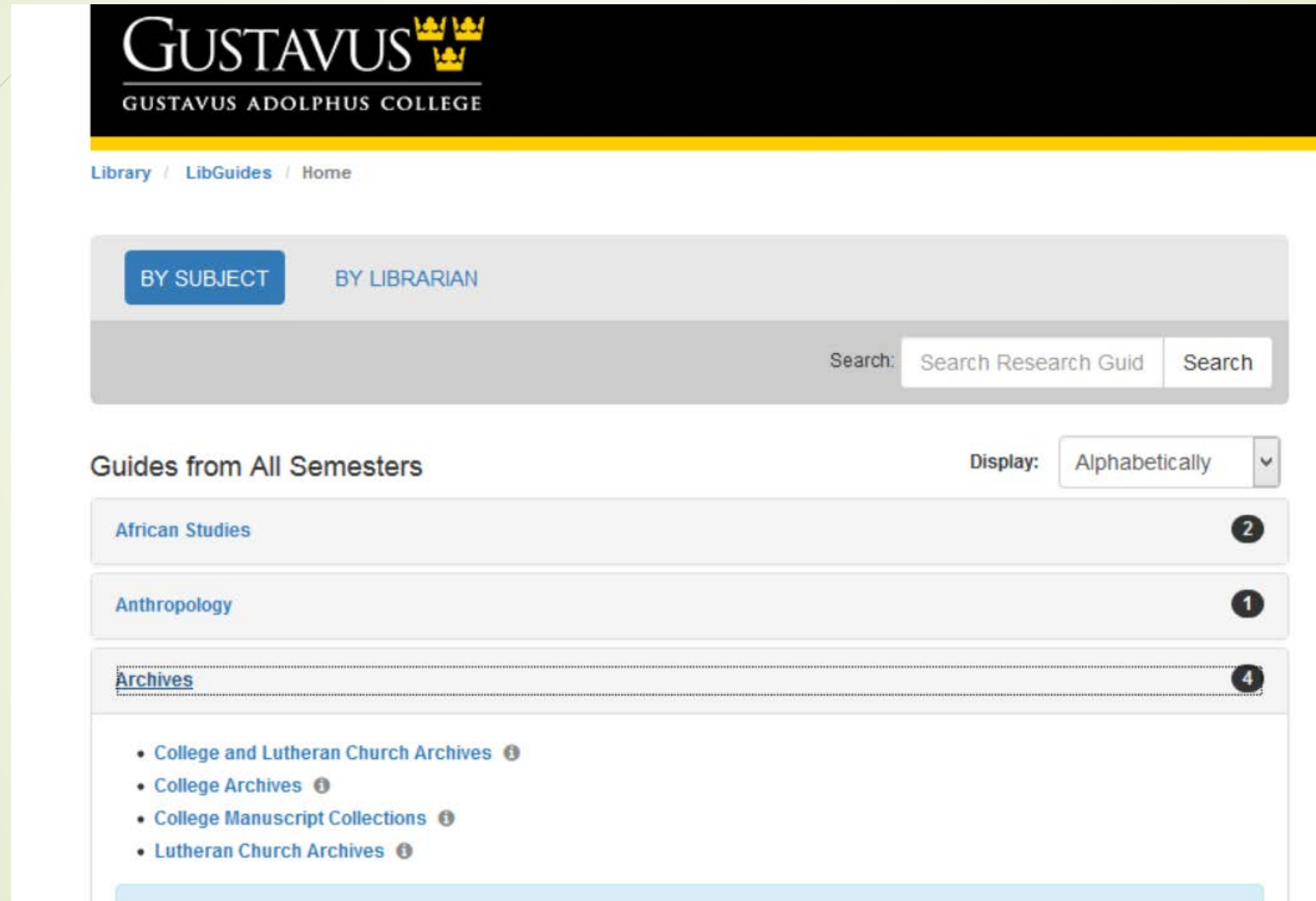
Women--Societies and clubs.

Photographs.

<b>GACA Collection 156</b>	<b>Box</b>	<b>Folder</b>
<b>Administrative, 1909-</b>		
Constitution/Membership Lists/Minutes, 1909-1914 and undated	1	1
Greek Leadership Retreat, Spring 2006	1	6
History, 1948-1955	1	2
Miscellaneous Instructions/Songs/Correspondence, undated	2	1
Rush Materials, 1990-2006	1	5
<b>Programs and Invitations, 1941-</b>		
Programs and Invitations, 1941-1959	1	3
Programs and Invitations, 1960-2006 and undated	1	4
Twelfth Night Program, 1961	3	1
<b>Photographs and Scrapbooks, 1950-</b>		



# LibGuides Version 2: Archives!



The screenshot shows the Gustavus Adolphus College LibGuides interface. At the top is the college's logo with the name 'GUSTAVUS' in large letters and 'GUSTAVUS ADOLPHUS COLLEGE' below it. A navigation bar contains links for 'Library', 'LibGuides', and 'Home'. Below this are two tabs: 'BY SUBJECT' (which is active) and 'BY LIBRARIAN'. A search bar is located to the right of the tabs, with the placeholder text 'Search: Search Research Guid' and a 'Search' button. The main content area is titled 'Guides from All Semesters' and includes a 'Display:' dropdown menu set to 'Alphabetically'. A list of subject guides is shown, each with a count in a black circle: 'African Studies' (2), 'Anthropology' (1), and 'Archives' (4). The 'Archives' guide is selected and expanded, showing a list of four sub-guides: 'College and Lutheran Church Archives', 'College Archives', 'College Manuscript Collections', and 'Lutheran Church Archives'. Each sub-guide has an information icon (i) next to it.

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**BY SUBJECT** **BY LIBRARIAN**

Search:

Guides from All Semesters Display:

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[Anthropology](#) **1**

[Archives](#) **4**

- [College and Lutheran Church Archives](#) ⓘ
- [College Archives](#) ⓘ
- [College Manuscript Collections](#) ⓘ
- [Lutheran Church Archives](#) ⓘ

# College Archives: Overview

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- [Records Management](#)
- [Library](#)

## Find Us



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## College Archives: Students

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### Student Collection Areas



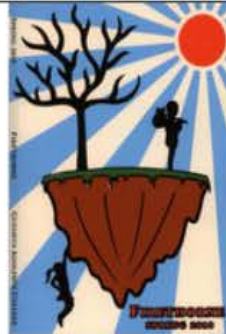
[Scrapbooks & Memorabilia](#)



[Organizations & Clubs](#)



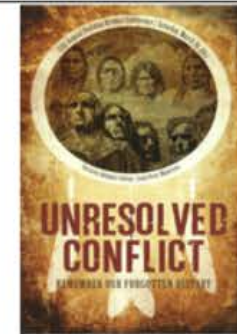
[Fraternities & Sororities](#)



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# College Archives: Fraternities & Sororities

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## Browse Student Fraternities & Sororities

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- [GACA Collection 018. Iota Beta Sorority. Collection of the Iota Beta Sorority, undated and 1941-1967](#)
- [GACA Collection 024. Alpha Kappa Psi Fraternity. Collection of Alpha Kappa Psi, Epsilon Xi Chapter, 1959-1999](#)
- [GACA Collection 039. Inter-Greek Senate. Records, 1980-1988 and 2003-2006](#)
- [GACA Collection 040. Inter-Sorority Senate. Records, 1961-1983](#)
- [GACA Collection 041. Inter-Fraternity Senate. Records, 1956-1983](#)
- [GACA Collection 075. Theta Xi Gamma Sorority. Collection, 1939-Ongoing](#)
- [GACA Collection 076. Sigma Delta Sorority. Collection, 1914-1990](#)
- [GACA Collection 089. Chi Iota Kappa \(XIK\) Fraternity. Collection of the Chieftains, 1907-1979](#)
- [GACA Collection 095. Epsilon Pi Alpha. Records of Epsilon Pi Alpha, 1928-2008](#)
- [GACA Collection 099. Nu Upsilon Gamma. Records of Nu Upsilon Gamma Fraternity, 1910-1981](#)
- [GACA Collection 101. Beta Chi Sorority. History and Program, 1966 and 1975](#)
- [GACA Collection 102. Gamma Phi Omega. Records of Gamma Phi Omega Fraternity, 1948-1957 and 1994-1999](#)
- [GACA Collection 110. Delta Phi Omega. Collection of Delta Phi Omega Sorority, 1929-Ongoing](#)
- [GACA Collection 126. Psi Kappa Chi. Collection of Psi Kappa Chi, 1983](#)
- [GACA Collection 127. Turbescon \(T.C.O.S.\). Collection of Turbescon Secret Society, 1915-1951](#)
- [GACA Collection 130. Phi Alpha. Collection of the Phi Alpha Fraternity, 1907-1957](#)
- [GACA Collection 140. Beta Chi Sorority. Beta Chi Scrapbook and Banquet Programs, 1976-1980](#)
- [GACA Collection 152. Alpha Phi Rho. Collection of Alpha Phi Rho Sorority, 1915-1995](#)
- [GACA Collection 156. Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing](#)
- [GACA Collection 228. Omega Kappa Fraternity. Collection of Omega Kappa Fraternity, 1936-Ongoing](#)

## GACA Collection 156. Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing: Overview

Search Research Guides

Search

### Collection Finding Aid



Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing.

### Need More Information?

To learn more about this collection please see the finding aid link found above, and/or visit the [College and Lutheran Church Archives](#) to use these primary sources.

### Collection Description

**Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing. GACA Collection 156. 2 Hollinger boxes and 3 flat boxes.**

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Tau Mu Tau began in the early 1900s with twelve members. Like most sororities at Gustavus, they began as more of a literary society and evolved eventually into having a more social focus. The current mission of Tau Mu Tau is to provide an enlightening and enjoyable experience that combines friendship and unity, and integrates the development of values with intellectual and social growth.

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# Finding Aid PDF for Tau Mu Tau Collection

**GUSTAVUS**   
GUSTAVUS ADOLPHUS COLLEGE

## COLLEGE ARCHIVES

Folke Bernadotte Memorial Library  
Gustavus Adolphus College  
800 West College Avenue, Saint Peter, MN 56082-1498

Gustavus Adolphus College Archives  
St. Peter, Minnesota

**Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing.**

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Gustavus Adolphus College -- Students -- Societies, etc.  
Greek letter societies -- Minnesota -- St. Peter.  
Women College Students -- Minnesota -- St. Peter -- Societies, etc.  
College Students -- Minnesota -- St. Peter -- Social life and customs -- 20<sup>th</sup> Century.  
Women--Societies and clubs.  
Photographs.

GACA Collection 156	Box	Folder
<b>Administrative, 1909-</b>		
Constitution/Membership Lists/Minutes, 1909-1914 and undated	1	1
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Programs and Invitations, 1941-1959	1	3
Programs and Invitations, 1960-2006 and undated	1	4
Twelfth Night Program, 1961	3	1
<b>Photographs and Scrapbooks, 1950-</b>		
Photographs, 1966-1992	2	3
Photographs, undated	2	4
Scrapbook Pages, Spring 1995	3	2
Scrapbook, 1989-1990	3	-
Scrapbook, 1971-1972	3	-
Scrapbook, 1986-1987	4	-
Scrapbook, 1950s	4	-
Scrapbook, 1972-1973	5	-
Scrapbook, 1992-1993	5	-
<b>Miscellaneous, c. 1912 and 1994</b>		
Pennant, c. 1912	5	-
Reunion Guest Book, 1994	2	2

# LibGuides Tags Hierarchy

## ➤ Gustavus Adolphus College Archives (GACA)

- College Archives
  - GACA Administration
  - GACA Alumni
  - GACA Athletics & Recreation
  - GACA Departments & Offices
  - GACA Faculty
  - GACA Students
    - GACA Alumni
    - GACA Fraternities & Sororities
    - GACA Organizations & Clubs
    - GACA Publications
    - GACA Scrapbooks & Memorabilia
    - GACA Students Miscellaneous
  - GACA Miscellaneous

## ➤ College Archives Manuscript Collections (CAMC)

- Manuscript Collections
  - CAMC People
  - CAMC Organizations
  - CAMC Miscellaneous

## ➤ Lutheran Church Archives Collections (LCA)

- Lutheran Church Archives
  - LCA Church Bodies
    - LCA Augustana Lutheran Church
      - LCA Augustana Synod
      - LCA Minnesota Conference
      - LCA Red River Valley Conference
    - LCA Evangelical Lutheran Church in America
    - LCA Lutheran Church in America
    - LCA United Lutheran Church in America
  - LCA Congregations
  - LCA Organizations
  - LCA Pastors and Laity
  - LCA Periodicals
  - LCA Miscellaneous



# Conclusion

- Easier to manage finding aids in LibGuides
  - Easier to create, update, and edit
  - Tags allow to pull for lists, changes, etc.
- Positive student feedback based on usability testing
- Reliable search functionality
- Opportunity to collaborate
- Easier integration into course and subject guides and instruction